

LADIES ANCIENT ORDER OF HIBERNIANS, INC.
OFFICE OF CATHOLIC ACTION
HUMANITARIAN APPEALS FOR AID GRANT PROCESS POLICY

Purpose: To define the requirements for completing and submitting to receive a Humanitarian Grant Application, define decision-making and disbursement of funds.

Policy Description: Humanitarian Grants are intended to provide limited aid to Hibernian Members affected by Natural disasters. All appeals for aid requests must come from the member or the LAOH State President. The National Catholic Action Officer will bring these Appeals to the National President. If no Hibernians are in need, we will reach out to the Catholic Dioceses in the affected areas to see if they need financial assistance.

Grant Selection Process: The money for these Grants comes from the donations to the Humanitarian Fund.

Application Process:

1. The Catholic Action Officer shall provide the Humanitarian Grant Application to the LAOH State Presidents in the affected areas and post on the website.
 - a. The individual must meet the requirements of a member of the LAOH and lives within the defined area of the natural disaster.
 - b. Each Application must request a specific dollar amount and define how the dollars are to be utilized.
2. Each Application must be completed in full to be eligible for consideration.
 - a. Completed applications must be submitted to the Catholic Action Officer ASAP, but no later than 45 days after the event.
 - b. Every application shall be reviewed by National President and Catholic Action Officer.
 - c. Due to available resources, not every completed application may be approved for funding.

Grant Decision Process:

1. The National Presidents and the Catholic Action Officer will review the eligible applications and the recommended funding per grant recipient.
2. The National Treasurer will prepare the checks for the approved grant recipients.
3. These checks will be sent to the individuals or Dioceses direct are to be given to the National Missions
4. The National President and Catholic Action Officer shall provide a letter on LAOH letterhead to the National Treasurer to be sent with the grant recipients' checks.
5. The manner of the grant distribution shall be monitored by the National Catholic Action Officer.